

Pharmacist CE FAQ's

Q: When renewing my license, if I have not obtained the required CE hours for my current license period, may I request that my status be changed to “Inactive”?

A: Yes, but only if the following conditions are met:

- 1) The renewal fees for your pharmacist license must be paid by August 1st of the renewal year.
- 2) No grounds exist for denying the renewal of your license other than you have not complied with the CE requirements fixed by the Board.
- 3) You will not engage in the practice of pharmacy in Kansas while in inactive status.

Q: How many contact hours of CE do I need for license renewal?

A: Thirty (30) contact hours of approved CE are required for license renewal for each renewal period. If you are a new graduate, the number is prorated and given to you in your original licensure letter.

Q: What do I do if I receive a notice that I am being audited?

A: You are to return the letter along with readable copies of all the 30 CE hour certificates (or requisite hours).

Q: How do I know if you received copies of my CE if I was audited? Will you send me something?

A: You will not receive notification that we received your CE. The CE audit list can be found on our home page at www.kansas.gov/pharmacy and your name will be removed from the list once we have received your CE. Once we have received copies of CE from everyone that was audited, the list will be removed from the home page.

Q. When will the audit list be placed online?

A: The audit list should usually be placed online by the end of August each year, pending any delays.

Q: Some certificates give credit in CEU's. What's a CEU?

A: One CEU (continuing education unit) = 10 contact hours/CE hours. A contact hour is equal to 50 clock minutes.

Q: What is continuing education?

A: Continuing education" shall mean an organized and systematic education experience beyond basic preparation that is designed to achieve the following:

- (1)(A) Increase knowledge, improve skills, or enhance the practice of pharmacy; or
- (B) improve protection of the public health and welfare; and
- (2) ensure continued competence.

Q: What counts as continuing education for pharmacists in Kansas?

A: Each continuing education program shall be a program of continuing education that has been approved by the board. Each continuing education program shall be submitted to the board at least 30 days in advance for consideration for approval. Except for continuing education programs recognized by the ACPE and approved by the board, continuing education programs shall not include in-service programs, on-the-job training, orientation for a job, an education program open to the general public, a cardiopulmonary resuscitation (CPR) course, a basic cardiac life support (BCLS) course, emergency or disaster training or direct experience at a healthcare facility under a code blue, testing out of a course, medical school courses, and continuing medical education (CME) category 1 programs.

Q: Can I use contact hours I did not use from my previous renewal for the next renewal?

A: CE contact hours cannot be carried over to the next renewal period. Acquisition of CE begins the first day of the month following the renewal period.

Q: Can I add up fractions of contact hours to whole numbers from certificates awarded?

A: Yes. Contact hours for CE are recorded in contact hours and fractions of hours.

Q: Do I have to send copies of my certificates when I renew my license?

A: NO. You are required to keep your CE records you have used for your renewal. If you receive notice of Audit, you will be required to send readable copies of certificates, transcripts or grade reports.

Q: An offering I attended does not have pharmacy approval. How can I receive credit?

A: Continuing education credit received from any provider not recognized by the ACPE may be approved by the board after review and consideration of the following documentation submitted to the board by each licensee:

- 1) A copy of the certification of attendance of completion for the program, which shall include the program title, type of course or program, name of provider, and the number of continuing education units completed; and
- 2) An application for Evaluation of Continuing Education with the materials requested including a brief summary of the program stating the program's objectives and describing the relevance of the program to the practice of pharmacy.

Each continuing education program shall be submitted to the board **at least 30 days in advance** for consideration for approval. Please note: A request for approval of contact hours **is not** a guarantee of credit.

Q. Can I get CE hours by attending Board of Pharmacy meetings?

A: Attendance at a scheduled board meeting shall be accepted by the board for C.E.U. credit according to this schedule:

- (1) 0.1 C.E.U. for each two hours of attendance at a scheduled board meeting; and
- (2) a maximum of 0.8 C.E.U. for a biennial licensing period.

Q: How many hours can I obtain from attending Board Meetings and non-ACPE continuing education that is Board approved?

A: You can only obtain up to 8 non-ACPE Board approved hours; this includes hours obtained by attending Board Meetings.